

**Permanent Building Committee
Minutes of January 7, 2015**

Present for the Building Committee was: Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley and Michael McNamara. Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

The Chairman opened the meeting at 4:33 p.m.

Present were: Jon Lemieux and Jim Boudreau of Vertex
Phil O'Brien of Johnson Roberts Associates
Attorney James P. Hall, Town Counsel

Mr. Neofotistos stated they would like to discuss project closeout and possible litigation strategy and would entertain a motion to go into executive session.

Mr. Thibault made a motion to go into Executive Session at 4:34 p.m. to discuss closeout of the Town Hall project and possible litigation strategies. Mr. Dooley seconded the motion. By roll call vote: Mr. Thibault – yes, Mr. Gagnon – yes, Mr. Dooley – yes, Mr. Neofotistos – yes.

Mr. Thibault made a motion to come out of Executive Session at 5:17 p.m. Mr. Gagnon seconded the motion. By Roll Call vote: Mr. Thibault – yes, Mr. Dooley – yes, Mr. Gagnon – yes, Mr. Neofotistos – yes.

Chairman Neofotistos announced that while in executive session there were no votes taken and that further negotiation will continue with CTA.

Town Hall Project – 5:19 p.m.

Present for the Town Hall Project: Jon Lemieux and Jim Boudreau of Vertex
Phil O'Brien of Johnson Roberts Associates

Mr. Jussaume arrived at the meeting at 5:19 p.m.

Aluminum Door Issue

Mr. O'Brien discussed the aluminum door issue with the Committee and brought the Committee up to date as to what's been happening since the move in in September 2014 with the aluminum doors. Mr. O'Brien explained the different components of the doors and that each component is supplied by a different vendor. The hardware comes from Hagar, the doors are from YKK and a company by the name of Lamco is also involved with the hardware.

The door specified in the construction documents was for a 2" wide door. It was determined that the door installed is 2 ¼" wide and this would require different hardware. The other issues that have occurred is that the rods inside the door and frame do not line up with the locking mechanism causing issues with unlocking and locking the door.

It was suggested by CTA that all the parties have a meeting to discuss the door issue. Currently they are looking at Friday at 1:00 p.m. to have this meeting.

Invoices

R.L. Proulx - \$415.31 – to install an “on air” light at the DATV recording closet

Mr. Thibault made a motion to approve R.L. Proulx invoice in the amount of \$415.31 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO Review

PCO 59 Rev. 1 – Elevator machine room door swing - \$1,435.82

Mr. Boudreau reported that there was tax on this original invoice which has now been taken off.

Mr. Thibault made a motion to approve PCO 59 as revised and recommended. Mr. Dooley seconded the motion. The motion carried unanimously.

PCO 60 – Delete rigid insulation S.O.G. – (Credit \$8,271.25)

Mr. Dooley made a motion to approve PCO 60 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 61 – Additional cleaning after move-in - \$1,180.40

Mr. Thibault made a motion to approve PCO 61 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Requisition

CTA Requisition #18 – Mr. Boudreau stated this pay requisition came in at 12:00 noon today. It was noted that there is a cost being charged on the requisition that needs to come off.

The Committee would like to have this corrected and brought back into the next meeting.

Invoice

Mr. O’Brien explained that this invoice from Johnson Roberts was when they had Nitsch Engineering look into utilizing excess loam on the project and they did a drawing to regrade the area.

Mr. Gagnon made a motion to approve Johnson Roberts Invoice #28 in the amount of \$1,320.00 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

Vertex – Invoice 29518 - \$24,656.25 which includes some UTS Invoices

Mr. Thibault made a motion to approve Vertex Invoice 29518 as presented. Mr. Jussaume seconded the motion. The motion carried unanimously.

Restroom Project – Monahan Park

Mark Hamel, the Town Engineer was present for this discussion. He presented a drawing to the Committee with some specifications as the Architect prepares to go out to bid. The Committee will review the drawings. The Committee had held an invoice for Watermark until they saw these plans.

Mr. Thibault made a motion to approve Watermark invoice in the amount of \$15,742.50. Mr. Jussaume seconded the motion. The motion carried unanimously.

Restroom Project/Fieldhouse – High School Track Area

Jay Mason of Architectural Consultants Inc. was present for this discussion along with Andy Graham for the Dracut Public Schools.

Mr. Jussaume disclosed that he had done a job for Mr. Mason about fifteen years ago at his home. The Committee did not consider this was a conflict as it related to this project.

Mr. Neofotistos had made a few corrections to the contract proposed at the last meeting and Mr. Mason has provided the Committee with his revised contract proposal in a spreadsheet format. He stated that if the Committee was in agreement with the changes he would incorporate it into his contract for signature.

The Committee did not have any further comments on the contract changes. Mr. Dooley made a motion to approve Architectural Consulting Services, LLC for the track restroom project. Mr. Graham requested the name of the project be changed to the Rowe Memorial field house/restroom project at the High School adjacent to the track. Mr. Thibault made that amendment to shorten it to “field house”. Mr. Dooley agreed to the amendment on the motion. Mr. Jussaume seconded the motion. The motion carried unanimously.

High School Project – 6:23 p.m.

Present for Hill International: Kris Stephenson, Stephen Broadhead

Present for Mount Vernon Group: Bill Peters

Present for Dracut Schools: Bill Peters

Countertops

Mr. Neofotistos learned from talking with Lyle Coghlin that the countertops for the classrooms were installed. Mr. Broadhead stated yes they were. They arrived on Friday and they installed them Saturday and completed the project.

Mr. Broadhead proceeded with the construction update and described the photographs in the agenda packet as follows:

- Countertops before installation
- Countertops after installation
- Scupper on high roof of auditorium staining brick
 - Mr. Graham stated this has not been corrected and believes the moisture is in the brick and freezing and thawing causing this problem which can lead to other issues.

Change Orders

Mr. Peters had been on vacation and has not had an opportunity to complete change orders 205-226 to bring to the Committee for approval.

PCO Review

PCO 126 – C.O. 227 – Credit for ACM Mastic removal at Foundation – (-\$11,649.53)

Mr. Thibault made a motion to accept the credit for C.O. 227 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 318 – C.O. 228 – CCD174 Dummy Grilles in Library - \$1,254.71

Mr. McNamara made a motion to approve C.O. 228 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 320 – C.O. 229 – HVAC costs for condensate Pump at Elevator - \$761.14

Mr. Dooley made a motion to approve C.O. 229 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 321 – C.O. 230 – HVAC costs for associated with CCD85 Transfer Duct in Elevator - \$462.53

Mr. Thibault made a motion to approve C.O. 230 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 322 – C.O. 231 – Secure UV's in Existing C-Wing - \$2,649.27

Mr. Thibault made a motion to approve C.O. 231 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 324 – C.O. 232 – CCD 172 Pavement Markings - \$2,420.51

Mr. Thibault made a motion to approve C.O. 232 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

PCO 326 – C.O. 233 – Secure Cabinets to Floor C Wing - \$3,076.63

Mr. Thibault made a motion to approve C.O. 233 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

CTA Requisition #28 - \$303,561.00

Mr. McNamara made a motion to approve CTA Requisition #28 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

HVAC Issues

Mr. Broadhead reported that when the HVAC is calling for heat the sensor is not reading properly. It was discovered that the sensor was not in the proper place. The sensor was put in the wind tunnel across from where the boiler room is and not on the outside northern wall where it was supposed to go. This sensor will be moved.

Mr. Graham reported that this creates an issue in the building and in particular the Library has been so noisy with the system running to try and cycle up to the heat required. This area is very noisy when the system is running.

HV #17 - Ion Unit at Band area

This unit services the band area and has shorted out for a few days. Mr. Graham stated they have had issues with this unit and had reported a problem a month and one half ago. This is on CTA for repair.

HVAC Maintenance Proposal

The Committee was provided an annual maintenance service contract for three years from E. Amanti & Sons the company that installed the systems at the High School. Mr. Broadhead stated it may

The Committee was concerned with how the proposal is written and felt that it left a lot up to interpretation of what might constitute priority service. The Committee also wanted to know why this price went up by \$20,000 since the last time they saw a proposal.

The Committee requested that Hill International go back to Amanti to try and find out the reasoning behind the change in the cost on this proposal.

Ongoing Items

Library Project – the design is almost completed.

Staining at the auditorium south (brick) area – discussed earlier in the meeting

Punch list items –

Mr. Broadhead reported that Tom (from CTA) was reassigned and Jarod is left in charge of the punch list. There is about sixty five more items left.

B-Wing – Heatcraft Coils – 1995 Addition

Mr. Graham wanted to ask the Committee if they would consider purchasing heat coils needed in B-Wing from the 1995 addition which were not changed during construction. Mr. Graham stated these were not slated to be replaced as part of the construction project however he stated that some of them are starting to fail. They have received some damage to them during construction as well however hard to prove the case of damage by CTA. The cost for one of these coils to be built is \$775.00 and he has already replaced two. He has six more that are probably in need of replacement.

The Committee suggested Mr. Graham get a quote for the six units needed and maybe who he is getting them through would give him a cut rate for ordering six. The Committee would like Hill International to get a quote from CTA as well.

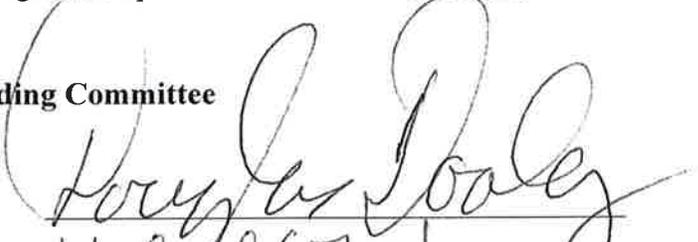
Minutes

Mr. Thibault made a motion to approve minutes from October 15, 2014 to December 17, 2014 as presented. Mr. McNamara seconded the motion. The motion carried unanimously.

Adjournment

Mr. Thibault made a motion to adjourn the meeting at 7:55 p.m. Mr. McNamara seconded the motion. The motion carried unanimously.

Permanent Building Committee

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